

## **SEQUENCE OF EVENTS FOR PERMITTING A BODY PIERCING FACILITY**

1. Before applying for permitting:

a. Obtain a copy of Regulation 61-109, *Standards for Permitting Body Piercing Facilities*, from the Department. A copy of the regulation is available on our website for free at <http://www.scdhec.net/hr/hrreg.htm>. A copy of the regulation is available through the Division of Health Licensing for a \$10.00 fee. Payment must be by personal check or money order to DHEC (no cash or credit cards can be accepted). Regardless of how you obtain a copy of the regulation, you must sign an acknowledgment upon receipt (enclosed), and return the receipt to the Department;

b. In compliance with Section 103.E of R61-109, ensure that all technicians comply with all applicable federal Office of Safety and Health Administration (OSHA) requirements or guidelines, and obtain certificates attesting to the successful completion of courses in:

- (1) Bloodborne pathogens;
- (2) Body piercing infection control as approved by the Department;
- (3) American Red Cross First Aid;
- (4) Adult cardiopulmonary resuscitation (CPR).

2. The items listed below must then be submitted to the Division of Health Licensing, DHEC, 2600 Bull Street, Columbia, SC 29201, at least 30 days prior to the facility's anticipated/ projected opening date, preferably sooner. This allows an appropriate time period for a thorough review of the submitted documentation and a reasonable time period to request any additional or amended information that may be required.

a. Permitting fee (\$300.00 plus an additional \$175.00 inspection fee);

b. Completed application with the following attachments:

- (1) Proof of ownership/rental/lease agreement;
- (2) Articles of Incorporation/Partnership agreement.

c. Business license/zoning letter.

3. For assistance with this process, a representative of the Facilities & Services Office can be contacted at (803) 545-4234.

4. When you have properly prepared all documents, to include policies and procedures and technician files, and met all other requirements in the regulation, contact the appropriate regional representative above to arrange for a mutually-agreed-upon date for an initial permitting inspection.

5. When the Department determines that the facility is in substantial compliance with Regulation 61-109, permission to operate will be granted and a permit will be issued.

**NOTE: If you are an owner of a facility/activity currently licensed/permitted by the Department, the currently-licensed/permitted facility/activity must be in substantial compliance with applicable regulatory standards prior to the Department issuing a permit to the proposed body piercing facility.**